

**CITY OF SNOHOMISH**  
**Snohomish County, Washington**  
**January 1, 1993 Through December 31, 1993**

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**Schedule Of Findings**

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1. City Officials Should Comply With The Bid Requirements For Public Works Projects

We reviewed charges associated with improvements made to a building which had been purchased for the Snohomish Police Department. Our examination revealed that the work was performed without consideration for legal requirements associated with public works projects. The project was completed on a piecemeal basis without an estimate of the total cost. Labor on the project was provided by a maintenance employee and a police officer. Supplies and materials were purchased without consideration of bid requirements. Plumbing, heating, ventilation and air conditioning work was contracted; however, the prevailing wage requirements prescribed for all public works contracts under Chapter 39.12 RCW were not monitored. Project accounting was not maintained; however, the costs were accumulated in a special revenue fund and exceeded the public works threshold.

RCW 39.04.010 states in part:

... The term public work shall include all work, construction, alteration, repair, or improvement other than ordinary maintenance . . . All public works, including maintenance when performed by contract shall comply with the provisions of RCW 39.112.020. (Prevailing rate to be paid on public works . . .)

During 1993, the City of Snohomish was a third class city and subject to the provisions of Chapter 35.24 RCW.

RCW 35.24.272 cites the contracting, purchasing and advertisement requirements for second class cities prescribed under RCW 35.23.352:

... Any second class city or any town may construct any public works, as defined in RCW 39.04.010, by contract or day labor without calling for bids therefor whenever the estimated cost of the work or improvement, including cost of materials, supplies and equipment will not exceed the sum of thirty thousand dollars if more than one craft or trade is involved with the public works, or twenty thousand dollar if a single craft or trade is involved with the public works . . . The restrictions in this subsection do not permit the division of the project into units of work or classes of work to avoid the restriction on work that may be performed by day labor on a single project.

Whenever the cost of the public work or improvement, including materials, supplies and equipment, will exceed these figures, the same

shall be done by contract. All such contracts shall be let at public bidding upon publication of notice calling for sealed bids upon the work

. . . .

As a result of the city's failure to develop detailed cost estimates, officials were unaware of the applicability of public works requirements including the formal call for bids and prevailing wage requirements.

We recommend that city officials develop detailed cost estimates on all potential public works projects and comply with the appropriate administrative requirements.